

Thursday, February 17, 2022

Capital Planning Meeting

Agenda

7:30 PM	Call to Order
	Minutes of Previous Meetings
7:35 PM	Police Department – FY23 Requests and Five Year Capital Plan
8:00 PM	Highway Department – FY23 Requests and Five Year Capital Plan
	Other Business
	Adjourn

Call to Order at: 7:31

Attendance:

Committee; Steve Jelinek, Ed DeLuca, Dave Arsenault, Zack Burns, Peter McManus, Missy Reed (non-voting member; arrived at 7:35)

Others Attending: Denise Dembkoski, Kathy Fisher, Mark Forgues, Steve Nadeau, Michael Sallese

All participants attending remotely via zoom.

Minutes from Feb 03 2022 Meeting

Motion to approve by Arsenault

2nd by Burns

Vote passed: Jelinek, Arsenault, Burns, DeLuca in favor, McManus abstained.

Discussion of the Police Department Capital Requests for FY23 and the 5yr Capital plan

Jelinek- Update with respect to the original request, Body Cameras & Tasers are being covered by the APRA.

The hybrid vehicle:

Sallese - 50% savings on gas compared with non-hybrid. Replaces a cruiser for the chief. Replacing a 2016. More of a command vehicle responding to calls when off-duty. We looked at all electric vehicle but they are not yet feasible, distributed charging stations are needed. Concord has a Mustang electric, we will look at their experience. Test that have been done in Michigan suggest that it is not ready for Stow. Miles per day for an active vehicle 40-60 miles. Ww will also look for the LA reviews when they come out.

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Green committee will submit a \$5k grant request, it may increase to \$10k. Trade in value is \$5k.

\$48,750 - will be moved at ATM.

Further questions -

Taser purchase:

McManus - Taser price seems large.

Sallese - Describe the current taser system, purchased in 2015, and its limitations: single shot and needs to be used by several officers (shaped). The new purchase will provide two shots, will be either a right or left handed and will be in the possession of each officer. This will enhance the usefulness of the taser and its ease of use by the officers. There is additional maintenance with current taser associated with the age and the swapping. Training has costs associated with cartridges used, tasers are cross-draw.

Body Cameras

Arsenault - For the body cameras - how many are being purchased?

Sallese - 20 - all full time and part time officers will have them. The officers are responsible for the maintenance, the uploads to the server, and server editing back up,

Question about the the security of body came video -

Sallese - The video will be held on site at the PD.

5yr plan - purchase of vehicle per year for the next 4 yrs, at a cost of \$60k/yr

There may be building modifications coming as well but all we see right now is the vehicle purchases.

Question about the impact of future growth of the PD on the capital requests.

Sallese - With the addition of property and school we may add a new patrol on day & evening shifts, may have some growth.

Dembkoski - some of the costs may be come from the Master Academy.

Will we see another vehicle coming, with increased with in personnel. If you don't have enough vehicles for the staff/shifts there will be added stress on the vehicles, increased maintenance and shorter lifetimes.

The pickup truck is in the request to the Master Academy. It would be useful to be able to move equipment.

Why is the school involved?

Dembkoski - there is an impact from the school on public safety, we are having discussions about an annual contribution.

Discussion of the Highway Department Capital Requests for FY23 and the 5yr Capital plan

Replacement of S-3, a large six wheel dump truck. The vehicle was manufactured in 2001. This is a front-line piece of equipment for the snow & ice control program. It is

becoming an issue with reliability and the constant need for repairs is posing a serious issue with regards to public safety for sanding, salting, and plowing operations as this truck is responsible for all of the Great Road area of town. As global supply chain issues and lack of replacement parts continue to impact the trucking industry heavily in the wake of COVID-19; it would be in the best interest to replace this piece of equipment sooner rather than later. We have carried a contingency for cost increases due supply chain issues and equipment that we need to be installed that the dealer will not supply.

S-3 has not been useful during the storm season.

Purchasing the International as the parts are easier to obtain if we have work with only a single company.

Basis of the cost - vendor current cost plus expected inflation.

Burns - the \$300K number is as good an estimate as we will have.

McManus- when will it arrive? Answer - 9m to 1yr.

Reed - ATM is May 14 Can we have a price commitment before ATM? Answer - Closer to the finalizing the warrant we will check with the vendor to make sure the cost estimates look.

Farm Road.

As part of our Development/Low-Volume roads program, we seek to appropriate funds to repair Farm Ln's roadway surface and sidewalk curbing. In an effort to utilize the limited funds from MassDOT Chapter 90 grants on busier roads throughout town; we are asking the town to appropriate the funds for these smaller roads via a town meeting.

What is the cost of delaying to next year?

Answer - There is a risk a significant increase in the scope of work. It may require a full depth reclamation if we delay it to next year. A full depth reclamation which means a machine comes in grinds everything up in place and we regrade the road and then put a full course of binder and top. As an alternative you can do a chip seal, which did not go over very well on Lowell Drive.

Trying to understand the cost risk?

We are locked in on asphalt prices, \$60/ton => \$130/ton. The costs could be doubling of the asphalt cost. We currently have a good prices. Of the \$55k cost \$45k is asphalt.

Dembkoski - If we kick the can down the road there is a street next year that won't get done.

Nadeau- So treaty elms next year's resurfacing for next year's capital for fy 24. That's a \$125,000 job and that road is half the width of Farm Lane it is the same length. But it's only a car width and a half versus a full 20 feet. It should have been on the list earlier.

Highway Barn

We will conduct a feasibility study as the first step in replacing or adding to current DPW buildings located at 88 South Acton Rd. Currently, the temporary office trailer is at the end of its service life. The trailer started as a classroom trailer for the school district and was moved to help with inadequate office space at the highway barn to help solve the issue. We are starting to replace areas of the trailer that have had leaks and repairs are becoming greater as we find more issues. The steel building that was built in the 70s was a slab floor with all connections to the steel and electrical conduits running through the floor slab where they are exposed to corrosion. At the time, we used a sand and salt mix. We now use a salt/mag chloride mix to treat the roads. The change had unintended consequences and deterioration of the steel started at the connection points on the slab. The current facility has no MS4 approved wash-bays to clean trucks. Currently, there is very little, contaminate or treatment of stormwater before it enters wetlands. The only drainage system is at the salt shed. All other runoff from the facility runs off the property into adjacent wetland areas. Before we spend a large amount of money to fix this issue and to be in compliance with MS4, we want to make sure the facility meets the future needs of the department and the town before we spend money on this investment. The current estimate is 800k to 1m to build a stormwater system that would protect the wetlands from storm water runoff and this will need to be done to be in compliance with EPA stormwater requirements we must meet.

Asking for a feasibility We must treat the storm water before it goes into the wetlands. The building is having issues,

What are the issues?

Rot in the sides, rot in the floor, upgrades due to grade in the main storage bay. When the building was built in 1973, the town used it to store sand & salt. The metal conduits for the electrical piping come up through the slab. All the connections for the prefabricated metal building are attached to that point, and we're starting to see deterioration of the bolts connection points. The building inspectors been in recently,

and we are seeing some code things that he wants us to start to address. Do we want to spend the money on maintenance or is it cost effective to spend on a new building?

Equipment is being kept outside. Rehab of the building to bring it up to code, design time. There's money for the design in FY 24 the first is to study figuring it, knowing that it takes time to get design done, especially with dealing with architects and engineers that we'd have a break FY25 before we do any sort of construction in FY26, \$2,000,000 is just a placeholder that could be a simple, as we build another building up at the barn and do the upgrades for stormwater to give us the storage space to keep stuff indoors, or we do a rehab of we have, and put an addition on that I don't know the best answer that would fit.

Basis of the feasibility study cost?

So we looked at prefabricated buildings and what those costs were, and then added on some basic drainage work to come up with with that cost. The rule of thumb is that it that the feasibility is about 5% of the project estimate.

But I'm just trying to understand the basis of the cost \$1,000,000 building plus a \$1,000,000 in site improvements is \$2,000,000, and the \$150,000 is 5% of that, and the \$250K is a percentage of the 2,000,000 as well?

Reed - feasibility could be 4-5% of the total project costs, the feasibility would assess if the site is reasonable from environmental issues. The numbers look reasonable to me. We need to understand what the options are at the end.

Discussion on the basis of the costs for the highway barn led to a decision that the building department would look at the numbers again and provide justification for them.

Dam project

Dembkoski - We don't yet know what is going forward we don't really know the timescale of the project.

Jelinek - will there be something on the warrant?

Dembkoski - Yes, the grants may come in late the how it is paid for is not \$3-4.5M is the range, the design is still being finalized. How long will the dam be closed ...

Jelinek- current study will be done when?

Dembkoski - we have preliminary design, have the survey work done and there may be a placeholder article, just met with them this afternoon.

Adjourn

Motion to Adjourn at 8:53pm by DeLuca 2nd Arsenault

Passed unanimously.

Respectfully Submitted,

Edward DeLuca

Edward DeLuca, Clerk